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18 July 1961

MEMORANDUM FOR: Deputy Director, PIC

SUBJECT : Meeting to Discuss Functions and Staffing of PIC
Detachment in New CIA Building

REFERENCE : Working Paper Drafted by Chief, Requirements Staff,
Dealing with Same Subject

1. Subject meeting was held on 5 December, 1130-1300, to discuss reference paper. The following were present:

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2. It was agreed that all PI for the Agency will be done at PIC Headquarters. It is anticipated that the primary functions of the Langley PIC Detachment will be to conduct coordination and liaison with other CIA components as follows:

a. All Agency components will be assisted in preparing requirements for PIC and will be given such guidance as they may need toward applying photographic intelligence to their problems. Close liaison will also be maintained with appropriate Agency components for requirements emanating from PIC.

b. The Langley Detachment will be prepared to provide representation on committees and at staff conferences at Langley as directed by the Office of the Director, PIC.

c. Facilities will be maintained for the briefing of CIA personnel and selected visitors by the Director, PIC, or his designee. If this does not prove feasible, arrangements could be made for the Director, PIC, to conduct his briefings in the OCI Briefing Room.

3. Ancillary functions for the Langley Detachment could include continuous and extensive research in the various OCR registries by a full-time researcher from BMD. The detachment could also work with the Office of Training in designing specific courses relating to PI for the benefit of Agency personnel. Various administrative, routine, and non-substantive problems posed by Agency components could be handled on-the-

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spot by the detachment, thereby alleviating the workload on PIC Headquarters.

4. A TALENT Control Center holding all PIC publications could be established for use by all appropriately-cleared Agency personnel, thereby eliminating the need for more than one complete set of files in the new CIA Building. It has already been determined that OCI does not plan to have its own Control Center in the new building, but hopes to be able to utilize the facilities of this center to the maximum extent possible. This center would also be readily available to other DD/I components as well as the DD/P.

5. It is tentatively estimated that about 10 persons will be needed to staff the Langley Detachment as follows:

<u>NO.</u>	<u>POSITION</u>	<u>DUTIES</u>	<u>GRADE</u>
1	Senior Staff Officer	Supervises the Detachment; Represents the Director, PIC at the Senior Staff level.	
3	Requirements Officers	Coordination of PIC Requirements both incoming and outgoing; provide guidance and assistance on uses of photography; general liaison	
1	Researcher	Research	
1	Liaison Officer	DPD Liaison	
2	Secretaries	Clerical, secretarial, and receptionist	
2	Registry Clerks	Control and disseminate publications	

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2 - SO/PIC
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9 - SA/NPIC

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